

SANDY CITY  
APPROVED POSITION SPECIFICATIONS

I.	<u>Position Title:</u> Official/Referee (PT non-benefitted)	<u>Revision Date:</u> 07/15
		<u>EEO Category:</u> Paraprofessional
		<u>Status:</u> Non-exempt
		<u>Control No:</u> 55769

II. Summary Statement of Overall Purpose/Goal of Position:

Under the direction of the Recreation Coordinator; officiates baseball, basketball, flag football, pickleball, lacrosse, softball, or soccer games for leagues and tournament play.

III. Essential Duties:

- Follow City/Department policies and procedures.
- Enforce guidelines, rules and sportsmanship.
- Officiate assigned games for leagues and tournament play.
- Assist in field/court set up and take down.
- Assist Site Supervisor in conducting safety and related field/court inspections.
- Report any injuries or problems to the Site Supervisor.
- Report any issues or concerns with coaches, players, parents or spectators to Site Supervisor.
- Ensure safety of staff, participants and citizens.

IV. Marginal Duties:

- Perform other duties as assigned.

V. Qualifications:

**Experience:** Prefer some officiating experience in baseball, basketball, flag football, pickleball, lacrosse, softball, or soccer; state certification helpful, but not required- position will require you to be trained and then pass a test before officiating.

**Knowledge of:** Baseball, basketball, flag football, pickleball, lacrosse, softball, or soccer game rules and equipment usage; proper English usage.

**Responsibility for:** Great responsibility for the care, condition, and use of materials, equipment, tools, etc. Great responsibility in showing strong leadership skills while using rules to make officiating decisions which affect the activities of people.

**Communication Skills:** Work and communicate effectively verbally and in writing, contact with public presenting and defining officiating rules.

**Tool, Machine, and Equipment Operation:** Occasional use of office equipment including telephone, computer, copy machine, fax machine; in addition to use of computerized scoreboard.

**Analytical Ability:** Establish and maintain effective working relationships with employees and the public; work independently or with another official on assigned games.

VI. Working Conditions:

*Physical Demands:* Moderate physical exertion is present because of running with the game if necessary, employee will stand for long periods of time; may be required to lift up to 50 pounds.

*Work Environment:* Frequent exposure to heat, cold and wet/humid conditions; continual field work; frequent exposure to noise; moderate mental effort is required daily; moderate mental pressure exists due to exposure to interpersonal conflicts; hours worked are Saturdays and weekday evenings.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

DEPT/DIVISION APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

PERSONNEL DEPT. APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_